

# TOWN OF ROWE - BOARD OF ASSESSORS - MINUTES

## Thursday, April 22, 2021 – 2:30pm (via Zoom Teleconference)

This meeting was held via audio/video conference, consistent with Gov. Baker's temporary modifications to Open Meeting Law.

**Present:** Chair Rick Williams, Assessors Herb Butzke (remote) and Ellen Miller (remote), Assessor's Administrative Assistant Christine Bailey (remote)

1. **Call to Order:** Meeting was called to order by Chair Williams at 2:37pm.
2. **Minutes:**
  - Minutes of Mar 18 (Reg & ES) and Mar 24 (Reg) meetings were approved as revised (Rick—aye, Herb—aye, Ellen—aye).
  - Minutes outstanding: Jun 30 (Reg & ES), Jul 21 (Reg), Aug 27 (Reg & ES), Sept 16 (Reg), Sep 22 (Reg), Sep 29, Oct 7 (Reg)
3. **Administrative Assistant:** Rick reported Christine's training is going well. Her posted office hours for the public are every Wednesday from 8a to 1p. She is usually also in the office every Thursday from 8a-1p. She is taking the Course 101 online training with two modules left to complete. Christine has established contact with both the Charlemont (Carlene Hayden) and Heath/Colrain (Alice Wozniak) Assessors' offices. She is in the process of setting up office visits with them
4. **FY21 Budget/Payables:** Motion made, seconded and passed (Rick—aye, Herb—aye, Ellen—aye) for payment of CAI invoice for 4<sup>th</sup> Qtr map maint in the amount of \$275. The office also received CAI annual invoice for AxisGIS Online Tax Map System in the amount of \$2,400. Rick said this invoice needs to be paid from FY22 funds. Invoice will be held until after July 1.

FY21 Acct	Acct #	7-1-20 Approp	Curr Bal (4-2-21)	Payroll/Payables	Amount	New Bal
BOA Stipends	01-141- 5100.00000	\$5,354	\$2,676.98			



6. **MVExcise Warrants, Abatements, etc:** Donna Marder called the Tax Collector's office with questions on her and Jim Carse's 2021 MVE tax bills and their FY21 2<sup>nd</sup> RE tax bill. Rick followed up and left her a phone message explaining the procedures/process for filing an MVE abatement. Payment responsibility for the RE tax bill should have been handled as part of the house closing and it was suggested she consult her attorney.
7. **FY22 FOL/Chap 38D&F RFI:** Received Chap 38D&F RFI response from GRH on 3-29-21; FOL & Chap 38D&F RFI response from Bear Swamp on 4-1-21; and Chap 38D&F RFI response from Nat Grid (NEP/MEC) on 4-12-21. It was noted that Nat Grid simply resent their FY22 FOL which they said answers all the RFIs. All responses were forwarded to GESansoucy for use in FY22 valuation updates.
8. **FCCIP Building Permits – Mar 2021:** None reported.
9. **New Deeds, Plans, etc. – Mar 2021:** Reviewed the following deeds received from the Registry. Affected property card records have been updated.

Grantor	Grantee	Address	Map/Lot, Ac, Bk/Pg	Assessed Value	Sale Price	Code
Bershof, Nancy	Bershof Living Trust	2 Dell Rd	408-022, 131 Ac Bk 7719, Pg 28 (Parcel 3)	\$181,300	\$1.00	NAL-F
Graziano	Graziano Revocable Trust	Off Pond Rd 58 Pond Rd 60 Pond Rd Off Pond Rd	201-006, .33 ac. 201-007 - .18 ac. w/bldg. 201-008 - .27 ac. w/bldg. 201-008.1 - .52 ac. Bk 7723, Pg 170	\$ 700 \$230,700 \$293,800 \$ 1,000	\$ 1.00	NAL-F
Boston & Maine Corp/VT & MA Railroad*	Pan Am Southern	Off Tunnel Rd	411-013, 020, 023, 027, 028 & 412-002, 003, 72.60 Ac Bk 7723, Pg175	\$114,300	\$1.00	NAL-F
Anna Humbert Trust	A&D Humbert	530 Tunnel Rd	407-033, 17 Ac Bk 7724, Pg 93	\$462,500	\$1.00	NAL-F
A&DHumbert	Anna Humbert Trust	530 Tunnel Rd	407-033, 17 Ac Bk 7724, Pg 120	\$462,500	\$1.00	NAL-F
Donna Marder/James Carse	Zelazo, Simon	228 Zoar Rd	205-005 & 205-017, 20.9 Ac Bk 7727, Pg 317	\$308,800	\$430,000	NAL-V
Hageman, Alice	Cupples, John & Adrienne	15 Kings Hwy	204 041, 7.6 Ac Bk 7730, Pg 130	\$226,800	\$100.00	NAL-F

\* Corrective update only to add VT & MA Railroad

10. **Chapter 61 –** Received a copy of a letter dated 4-6-21 from DCR to Nancy Bershof regarding approved Forest Management Plan (FMP) involving Map 408 Lot 2 (131 acres). The letter reminded Bershof of the need to submit numerous documents to the Board of Assessors for a Chapter 61 classification approval for FY23. Submittal deadline is 10-1-21. If the land is put into c.61 they will need to carve out 4.0 acres as a 101 lot for the cabin there.
11. **RC&CC tax exempt status:** Reviewed the status of short-term rental of rooms for “non-exempt” activities. RC&CC website has been updated to indicate that “personal retreat” room rentals are no longer available as they prepare to open for more normal summer program activities. According to the website, the personal retreat room rentals will be offered again in September 2021. It was noted that AmeriCorp workers have recently been observed staying at RC&CC.
12. **No Executive Session** was needed to discuss MGL c.30A, §21(a), Item 3: ATB Appeal Cases (FY19 & FY20) as there were no new updates.



**13. Correspondence:** The following correspondence was received:

- Landlord info request – Email received from an unknown sender requesting Town landlord info. The Board all agreed this was likely spam email and no response is required.
- Paul McLatchy (Town Clerk) sent a letter to the town departments requesting all originals of personnel records be forwarded and retained in the Clerk's Office. He stated each department may keep copies in their files if they chose.
- Received notices of insurance claims in excess of \$1,000 for two homeowner's (Loomis 108 Hazelton Rd—ice damage, and Stetson 29 Potter Rd – no reason given. The Board asked Christine to forward the letters to Building Inspector Dave Roberts (FCCIP) for his files.
- Email received from Ryan Johnson (DLS) responding to question from Rick regarding impact on Levy Limit resulting from any potential adverse ATB appeals decision(s). Ryan responded, "If you permanently abate the assessed value of items that were counted towards new growth in the prior fiscal years, this amount will have to come off the levy limit. If the FY22 (or later) assessed values were to get adjusted based on a settlement, the effect would most notably be seen in your levy ceiling as this represents 2.5% of your overall assessed values."

**14. Any Other Business:**

- a. The following parcels are on the market in town:
  - 202-16 Newell Cross Rd (Lori Appel) Assessed value \$27,800 / Advertised price \$35,000 – This parcel consists of 2 acres and is categorized as LUC 130
  - 202-78 Middletown Hill Rd (Andrew Kuehl) Assessed value \$199,400 Bank Auction on 4/22 – The auction was canceled with no further information or action scheduled.
  - 202-37 Hazelton Rd (Ruth Loomis) Assessed value \$28,400 / Advertised price \$79,000 – This parcel consists of 24 acres and is categorized as LUC 131. The parcel has some unresolved PERC/septic issues and there is also an unresolved boundary dispute affecting road frontage and total acreage.
  - 409-04 Davenport Rd (JC vanItallie) Assessed value \$26,000 / Advertised price \$81,000 – This parcel consists of 20 acres and is categorized as LUC 131.
- b. Rick mentioned the possibility of a departmental gathering for Sandy Daviau (Tax Collector) before her 6-30-21 retirement departure. All agreed.
- c. Rick and Christine have been organizing the office for better workflow efficiency, which is a work in progress. They have "retired" several antiquated office machines.
- d. A UPS unit was discovered under the desk which Rick will ask Janice if this is part of the old computer backup system and can now be discarded since the Town Hall has a backup generator.
- e. The new phone system is now set up for online fax capabilities through the office computer. Christine has posted instructions on how to send a document via fax with this new set up. Incoming faxes should come in the form of an email.
- f. Rick will leave the approved meeting minutes in the office for Ellen and Herb to sign. Christine will talk to Paul on the possibility of "approved minutes" being electronically signed.
- g. The May Goal Post Assessors News article prepared by Rick with some edits incorporated by Ellen was reviewed and approved for publication.

**15. Next Meeting:** Wed, May 26, 2021 at 9:00am.

**16. Adjournment:** Unanimous vote to adjourn the meeting at 3:44pm (Rick—aye, Herb—aye, Ellen—aye).



Respectfully submitted,  
Christine Bailey

Approved:

Frederick N. Williams 5-27-21  
Frederick N. Williams, Chair Date

Ellen B. Miller  
Ellen B. Miller

Herbert G. Butzke  
Herbert G. Butzke